

**WASHINGTON STATE HUMAN RIGHTS COMMISSION
COMMISSION MEETING MINUTES
AUGUST 26, 2021 AT 9:30AM
CONFERENCE CALL**

ATTENDANCE

Commissioners: Deborah Cook, Guadalupe Gamboa, and James Mohr.

Staff: Sharon Ortiz, Executive Director; Cheryl Strobert, Deputy Director; Sharon James, Assistant Attorney General; Selene Garcia, Customer Service Specialist 2; Malika Aiyer, Customer Service Specialist 2; and Deborah Gonzales, Commission Clerk.

OPENING AND WELCOME

Chair Cook chaired the meeting and called the meeting to order at 9:34A.M.

MEETING MINUTES

The July 29, 2021 Minutes were reviewed and approved.

Commissioner Mohr motioned to approve the minutes. Commissioner Gamboa seconded the motion.

CASE CLOSURES

No cases were pulled this month.

Commissioner Gamboa motioned to approve the cases for closure. Commissioner Mohr seconded the motion, and the motion was carried.

EXECUTIVE DIRECTOR'S REPORTING

Director Ortiz is currently drafting decision packages for additional investigators and a manager. She is also working to fill vacant positions within the agency. The agency has finally completed the public records rule making and will be able to charge a fee for public records requests beginning in late September. With this completion, the next focus will be on rule making regarding accessible prescription labeling.

Director Ortiz covered information regarding the Governor's vaccine mandate. The agency will follow the mandate, which also applies to the Commissioners. The office is still closed and staff are still teleworking.

RECRUITMENT FOR EXECUTIVE DIRECTOR

Chair Cook and Director Ortiz have been working with the Department of Enterprise Services (DES) to begin the recruitment process. Chair Cook anticipates a workgroup for the hiring process. Director Ortiz had attended a training held by the Equal Employment Opportunity

Commission (EEOC) regarding bias and hiring, and highly recommended it to the Commissioners for this hiring process.

COMMISSIONER REPORTING

Commissioner Mohr is working with the Gonzaga Institute for Hate Studies during their international conference, which will be held from November 4th through the 6th. He also continues to work with the Spokane Human Rights Task Force on their development for the Hate Report Project.

2021 COMMISSION MEETING SCHEDULE

September 23, 2021: Via Conference Call

October 28, 2021: Via Conference Call

November 2021: TBD

December 2021: TBD

ADJOURN

There being no further business, the meeting adjourned at 9:52A.M.

Respectfully submitted by,
Deborah Gonzales